Javaid Islam, FCCA, CPA, CGA

House No 5; Street No 3; Survey No 79, Golden Town Karachi – 75210 . ■ +92 345 99 0 99 79 ■ javaidislam@yahoo.com ■ Skype: javaid.islam7

Profile Abstract

Positions Held: Principal Consultant, Head of Finance & IT, Finance Manager **Overall Experience:** 13Y
Professional: ACCA (The United Kingdom), CPA, CGA (Canada) **On Going Professional Qualification** ACMA
Software / ERP: Oracle Financials, SAP FICO, Hyperion Reports, Oracle 8i/8g, Sidat Hyder Financials and others

Professional Summary

Javaid Islam had previously served with a project of Planning & Development Department Government of Sindh, and is well versed with government procedures related to PC-1, Funds Release, Treasury Office, AG Reconciliation, Assignment Account Operations and SPPRA. He is currently advising in areas of Financial Management, Taxation, Accounts, Audit, & Corporate Secretarial Services. He is a Certified Director as defined by SECP. He is also volunteering for Planning and Development Department and Services, General Administration, Implementation and Coordination Department for Taxation matters. He previously led **Mishanz Private Limited,** as **Head of Finance & IT**, in health care industry. Previously he had served with **The Indus Hospital**, Pakistan's first paperless Hospital, **Program Monitoring Unit, Sindh Growth & Rural Revitalization Program, Planning & Development Department Government of Sindh**, an Asian Development Bank Assisted Project (USD 300 Mn approx.) for multisectoral Reforms and Union Council Based Poverty Reduction Program (PRK 5 Bn equivalent to USD 50 Mn approx.) focusing to improve the quality of life and human skills in different Districts of Sindh, and led the accounting team of the organization, Etisalat UAE subsidiary **Pakistan Telecommunication Company Limited**, **The Institute of Chartered Accountants of Pakistan**, **Cross Currents Private Limited a Jang Group / Geo Television Network Company** and **Pakistan International Airlines**. Javaid Islam has a drive for excellence and committed approach for professional development.

Career Brief

Organization

Dastagir Engineering Works
Finance & Corporate Specialist 2017

AAAJ Consultants
Principal Consultant 2015 - 2017

Mishanz Private Limited
Head of Finance & IT 2014
Span of Control 20 members including 04 managers

The Indus Hospital
Finance Manager 2013 – 14
Span of Control 02 direct and 04 indirect reportees

Program Monitoring Unit, Sindh Growth & Rural Revitalization Program
Accounts Officer 2010 – 13
Span of Control 02 reportees

Pakistan Telecommunication Company Limited Subsidiary of Etisalat UAE
Financial Analyst 2008 – 10
Span of Control 03 reportees

The Institute of Chartered Accountants of Pakistan
Senior Finance Officer 2008

Cross Currents Private Limited (A Jang Group / Geo Television Company)
Financial Analyst 2005 – 07

Professional Membership

- The Association of Chartered Certified Accountants, the UK
- Chartered Professional Accountants of British Columbia, Canada

Skillset & Competencies

- Working experience of handling matters related to Fund Release with various Government of Sindh Department like Planning & Development Department, Finance Department, Treasury, Accountant General Sindh etc
- Fully adept at preparation of PC1s and defending the same at PDWP meetings
- Working experience of release and management of funds under the New Accounting Model (NAM) for Government entities
- SOP review, development and implementation
- Compliance management, review and reporting
- Periodic Management Reporting Budgeting and Variance Reporting, Monthly financial reporting and analysis as per relevant statutory requirements
- Compliance of donor regulations, local laws, regulations and statutory requirements
- Internal Audit, Internal Control Review and Improvement
- Managing VAT & Tax compliance as per relevant laws
- Advising Employers on various Tax Matters
- Understanding of Taxation and Revenue Streams of Governments
- Strategic Financial Management
- Corporate Secretarial Practice and Compliance
- Site / branch visits for review of financial records and audits
- Team management and skill development / training of team members

Major Achievements

- Developing and implementation of internal controls for compliance with Government Rules
- Prepared Bid Documents for procurement of Office Automation Equipment as per Sindh Public Procurement Rules
- Prepared responses and assisted the Competent Authority for Departmental Accounts Committee Meeting
- Advised employers on improvements in their processes and internal controls
- Analyzed, drafted, and recommended organizational policies for Enterprise Development Policy, Zero Tolerance Policy, Procurement Manual, Governance Policy, M&E Policy, Code of Conduct, Ethics and Conflict of Interest Policy
- Analyzed and developed SOPs for patient conveyance refund, petty cash utilization, drafted employee incentive policy. Developed procedures and control for payment of conveyance to employees
- Advised and provided inputs to the human resource department to analyze and rational human resource utilization and head counts. The direct result was reduction of 39% in overtime costs
- As Head of IT managed to develop real time devices management system to detect faulty / break down of devices and network. Also served as main point of contact for ERP Solution vendor selection
- Arranged, negotiated, renewed different banking facilities. Supervised the documentations, legal formalities charge registration for financing facilities for group companies
- Arranged, managed and successfully coordinated assets valuation survey by external surveyors.
- Reviewed & Re-Classified Creditors & Debtors for Financial Reporting Purposes as a part of team.
- Incorporation of various private limited companies
- Established & led a branch office in zone.
- Conceived and presented a report on billing Pattern of a Telecommunication Public Listed Company's Customers with recommendations for prevention of overdue and bad debts.
- Developed & implemented Local Database for Credit Monitoring & Receivable Management.
- Analyzed and prepared report on Operations and Functions of Not for Profit Organization, which regulates CA Profession, to give new inductees an over view about the organization named ICAP.
- Teamed with IT department to develop, test and implement Refund Module for ICAP, to allow smooth and easy refund to students and members of ICAP.
- Developed User's Manual for ICAP's Software which gave users a handy tool to properly use the software, reducing the need for individual supervision to minimum levels.
- Implemented cash management system to reduce interest expense.
- Coordinated EASA 145 Audit

Education

KARACHI UNIVERSITY BUSINESS SCHOOL, UNIVERSITY OF KARACHI
Master's in Business Administration with Majors in Finance (MBA)

Professional Development & Trainings

Four Days Corporate Workshop in Project Management
Recknor's College of Management and Computer Sciences
Two Days Corporate Workshop in Advanced Excel
Recknor's College of Management and Computer Sciences
Tax Management (Certified by Skill Development Council)
Institute of Professional Advancement

Personal Information

Date of Birth:	28 November 1980
Gender:	Male
Language Proficiency:	English, Urdu, Sindhi, Punjabi and Chinese (Beginner)
Geographical Preference:	Willing to relocate and can travel for official assignments

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